



# County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

June 4, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

Dear Supervisors:

**DEPARTMENT OF CHILDREN AND FAMILY SERVICES:  
REQUEST TO APPROVE FORM AMENDMENTS TO FAMILY  
PRESERVATION PROGRAM CONTRACTS  
(ALL DISTRICTS AFFECTED) - (3 VOTES)**

**SUBJECT**

Approve form amendments for Family Preservation (FP) contracts partially financed with federal Promoting Safe and Stable Families (PSSF) funds to decrease contract amounts proportionally to reflect the reduced Fiscal Year (FY) 2007-08 allocation to the County and include a decrease provision in both partially federally funded and non-federally funded contracts to maintain consistency among legal provisions in the FP contracts.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve the use of a form amendment substantially similar to Attachment A to decrease proportionally the annual maximum contract sums of FP contracts funded with PSSF funds to reflect the reduction of \$1,610,546 in federal PSSF funds for FY 2007-08, and to include a future reduction alternative through delegated authority. The contracts were originally funded using 76 percent federal and State funding and 24 percent net County cost (NCC). The reduction is reflected in the FY 2007-08 Adopted Budget.
2. Approve the use of a form amendment substantially similar to Attachment B to modify the non-federally funded contracts to include a future reduction alternative through delegated authority to maintain consistency among legal provisions in all FP contracts. There is no fiscal impact to changing the contract provision.

3. Authorize the Director of the Department of Children and Family Services (DCFS) to execute a form amendment substantially similar to Attachment A with the contractors and in the amounts listed in Attachment C and a form amendment substantially similar to Attachment B with the contractors listed in Attachment D, to be effective upon the date of execution.
4. Instruct the Director of DCFS to notify your Board and the Chief Executive Office (CEO) in writing within ten working days of executing the amendments.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

It is necessary to decrease the annual contract sums of each of the FP contracts with federal funds proportionally to reflect the reduction in FY 2007-08 of PSSF funds available to the County. The total federal reduction for FY 2007-08 is \$1,610,546.

There are FP Contracts financed with NCC and these are not affected by this reduction.

The recommendation regarding delegated authority to execute amendments to accommodate future possible reductions for all FP contracts in similar situations is in the best interests of the County and provides consistency among legal provisions in all FP contracts.

If this Board letter is not approved, the County may become liable for NCC payments to contractors to fulfill the financial obligations of these PSSF federally funded contracts.

#### **FISCAL IMPACT/FINANCING**

The reduction of \$1,610,546 in federal PSSF funds will necessitate a decrease of approximately 6.19 percent in each affected FP Contract's maximum annual contract sum for FY 07-08. Each contract's reduction amount and the new maximum contract sum are shown in Attachment C. The reduction is 100 percent federal, with no fiscal impact on State or NCC funding.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The PSSF programs benefit families and children, and include the FP Program, which is designed to strengthen and preserve families with children at risk of entry into the foster care system. The FP contracts are firm-fixed price contracts that provide payments according to a pricing schedule.

The FP contracts affected by the funding decrease were approved by your Board on July 26, 2005, and are effective the date of execution by the DCFS Director through June 30, 2008. Reduction in the maximum annual contract sums of these Contracts will result in a commensurate reduction in the units of service that each contractor provides.

The non-federally-funded FP contracts were approved on July 26, 2005 and August 16, 2005, and are effective from the date of execution by the DCFS Director through June 30, 2008.

The Board letters adopted on July 26, 2005 and August 16, 2005, both delegated authority to the DCFS Director to increase or decrease the maximum contract sums in FP contracts by no more than 10 percent or 25 percent of the original maximum contract amount to accommodate an increased or decreased service need, depending on the specific percent given in the contracts. NCC funded contracts approved on July 26, 2005, provided for a maximum 25 percent increase, while NCC funded contracts on August 16, 2005, provided for a maximum 10 percent increase. The actual FP form contracts approved for use by your Board; however, inadvertently included a provision for increases, but not for decreases. DCFS is requesting approval to include the decrease alternative by amendment in all FP contracts as originally intended for the contracts, to ensure consistency among legal provisions in all of the FP contracts.

The affected contractors are in compliance with all Board requirements. County Counsel have reviewed this Board letter and has approved the attached form amendments as to form.

### **CONTRACTING PROCESS**

There is no additional contracting process involved in amending the FP Contracts.

### **IMPACT ON CURRENT SERVICES**

Current FP services will be decreased commensurately by this reduction in federal funding. Fewer families will be served due to the reduced funding available to contractors.

The Honorable Board of Supervisors  
June 4, 2008  
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**CONCLUSION**

Upon approval by the Board of Supervisors, it is requested that the Executive Officer, Board of Supervisors, send the adopted stamped Board letter and attachments to:

Department of Children and Family Services  
Attention: Walter Chan, Manager  
Contracts Administration  
425 Shatto Place, Room 400  
Los Angeles, CA 90020

Office of the County Counsel  
Attention: Diane Cachernaut, Senior Paralegal  
500 West Temple Street, Room 602  
Los Angeles, CA 90012

Respectfully submitted,



William Y. Fujioka  
Chief Executive Officer

WTF:SRH:MS  
GP:LC:cvb

Attachments

c: County Counsel  
Executive Office, Board of Supervisors

AMENDMENT NUMBER \_\_\_\_\_ TO FAMILY PRESERVATION PROGRAM  
CONTRACT NUMBER \_\_\_\_\_ WITH  
\_\_\_\_\_

This Amendment Number \_\_\_\_\_ to the Family Preservation Program Contract ("Contract") adopted by the Board on July 26, 2005, is made and entered into by and between the County of Los Angeles ("COUNTY") and \_\_\_\_\_ ("CONTRACTOR"), this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

**WHEREAS**, COUNTY and CONTRACTOR are parties to a Contract and CONTRACTOR has been providing Family Preservation (FP) Program services to the COUNTY; and

**WHEREAS**, the County of Los Angeles has received notice that federal funding for the Promoting Safe and Stable Families (PSSF) Program, of which the FP Program is a part, has been reduced; and

**WHEREAS**, the County has determined that decreasing maximum contract sums of FP Contracts containing federal funds proportionally to the reduction in federal funds is the most appropriate methodology for meeting this shortfall in federal funding;

**NOW THEREFORE**, COUNTY and CONTRACTOR agree to modify the Contracts as follows:

1. SECTION 5.0, CONTRACT SUM, subsection 5.3 is deleted in its entirety and is replaced to read as follows:

5.3 The total amount payable under this Contract is \$\_\_\_\_\_, hereinafter referred to as "Maximum Contract Sum." The maximum amount payable under this Contract for each of the contract years shall not exceed \$\_\_\_\_\_ for FY 2005-2006, and \$\_\_\_\_\_ for FY 2006-2007, and \$\_\_\_\_\_ for FY 2007-2008, hereinafter referred to as "Maximum Annual Contract Sum" to provide the required FP services in the \_\_\_\_\_ Department of Children and Family Services (DCFS) office boundary that the CONTRACTOR shall serve.

2. Part 8.0, STANDARD TERMS AND CONDITIONS, Section 8.4.4, CHANGE NOTICES AND AMENDMENTS, and the subsections 8.4.4.1 through 8.4.4.4 under Section 8.4.4 are amended to read as follows:

8.4.4 Notwithstanding the provisions of Sections 8.4.1 and 8.4.2, COUNTY's Director may, without further action by COUNTY's Board of Supervisors, prepare and sign amendments to this Contract which increase or decrease payments to CONTRACTOR which are commensurate with

- 8.4.4.1 COUNTY's total payments to CONTRACTOR shall not increase (decrease) more than ten percent per year and in the aggregate above (below) the original Maximum Annual Contract Sum during the term of this Contract.
  - 8.4.4.2 COUNTY's Board of Supervisors has appropriated sufficient funds for all increases described in each such amendment to this Contract, or for decreases, the County has received insufficient federal and/or State funds to cover the federal and/or State funding portions of the Contract amounts in all such Contracts or the County's Board of Supervisors has determined it has insufficient funds to cover the net County cost (NCC) portions of the Contract amounts in all such Contracts.
  - 8.4.4.3 Approval of County Counsel and the Chief Executive Officer (CEO) is obtained prior to any such amendment to this Contract; and
  - 8.4.4.4 The Director shall notify COUNTY's Board of Supervisor, CEO, and County Counsel of all Contract changes, in writing, within fifteen days following execution of such amendment.
3. Exhibit B-2, the revised Budget for July 1, 2007 through June 30, 2008, is added and incorporated as part of Exhibit B, Budget, to this Contract.

**EXCEPT AS PROVIDED IN THIS AMENDMENT NUMBER \_\_\_\_\_, ALL TERMS AND CONDITIONS OF CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.**

AMENDMENT NUMBER \_\_\_\_\_ TO FAMILY PRESERVATION  
PROGRAM CONTRACT NUMBER \_\_\_\_\_ WITH  
\_\_\_\_\_

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number \_\_\_\_\_ to be subscribed on its behalf by the Director of the Department of Children and Family Services (DCFS) and CONTRACTOR has caused this Amendment Number \_\_\_\_\_ to be subscribed in its behalf by its duly authorized officer as of the day, month and year first above written. The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Patricia S. Ploehn, LCSW  
Director, Department of Children and  
Family Services

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Tax Identification Number

APPROVED AS TO FORM BY THE  
OFFICE OF COUNTY COUNSEL  
RAYMOND G. FORTNER, JR.

By \_\_\_\_\_  
Deputy County Counsel

AMENDMENT NUMBER \_\_\_\_\_ TO FAMILY PRESERVATION PROGRAM  
CONTRACT NUMBER \_\_\_\_\_ WITH  
\_\_\_\_\_

This Amendment Number \_\_\_\_\_ to the Family Preservation Program Contract ("Contract") adopted by the Board on \_\_\_\_\_, is made and entered into by and between the County of Los Angeles ("COUNTY") and \_\_\_\_\_ ("CONTRACTOR"), this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

**WHEREAS**, COUNTY and CONTRACTOR are parties to a Contract and CONTRACTOR has been providing Family Preservation (FP) Program services to the COUNTY; and

**WHEREAS**, it is necessary to amend a provision of the Contract to maintain consistency among legal provisions of all FP contracts; and

**WHEREAS**, the Board letters of July 26, 2005 and August 16, 2005 delegated authority to the Director of the Department of Children and Family Services (DCFS) to execute amendments to increase or decrease the maximum contract amount by 10 or 25 percent of the original maximum contract amount to accommodate an increased or decreased service need, but the contract provision inadvertently allowed only for an increase, but not a decrease;

**NOW THEREFORE**, COUNTY and CONTRACTOR agree to modify the Contract as follows:

1. Part 8.0, STANDARD TERMS AND CONDITIONS, Section 8.4.4, CHANGE NOTICES AND AMENDMENTS, and subsections 8.4.4.1 through 8.4.4.4 are deleted in their entirety and are replaced to read as follows:

8.4.4 Notwithstanding the provisions of Sections 8.4.1 and 8.4.2, COUNTY's Director may, without further action by COUNTY's Board of Supervisors, prepare and sign amendments to this Contract which increase or decrease payments to CONTRACTOR which are commensurate with increases or decreases in the units of service being provided under this Contract under the following conditions:

8.4.4.1 Without limiting COUNTY's options to terminate this Contract as provided herein, COUNTY's total payments to CONTRACTOR shall not increase (decrease) more than \_\_\_\_\_ percent per year and in the aggregate above (below) the original Maximum Annual Contract Sum during the term of this Contract.

8.4.4.2 COUNTY's Board of Supervisors has appropriated sufficient funds for all increases described in each such amendment to



Board of Supervisors has determined it may have insufficient funds or for other reasons may decide not to cover a portion of the NCC portions of the Contract amounts in all such Contracts.

- 8.4.4.3 Approval of County Counsel and the Chief Executive Officer (CEO) is obtained prior to any such amendment to this Contract; and
- 8.4.4.4 The Director shall notify COUNTY's Board of Supervisor, Chief Executive Officer and County Counsel of all Contract changes, in writing, within fifteen days following execution of such amendment.

**EXCEPT AS PROVIDED IN THIS AMENDMENT NUMBER \_\_\_\_\_, ALL TERMS AND CONDITIONS OF CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.**

**AMENDMENT NUMBER \_\_\_\_\_ TO FAMILY PRESERVATION  
PROGRAM CONTRACT NUMBER \_\_\_\_\_ WITH**

\_\_\_\_\_

**IN WITNESS WHEREOF**, the Board of Supervisors of the COUNTY of Los Angeles has caused this Amendment Number \_\_\_\_\_ to be subscribed on its behalf by the Director of the Department of Children and Family Services and CONTRACTOR has caused this Amendment Number \_\_\_\_\_ to be subscribed in its behalf by its duly authorized officer as of the day, month and year first above written. The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Patricia S. Ploehn, LCSW  
Director, Department of Children and  
Family Services

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Tax Identification Number

APPROVED AS TO FORM BY THE  
OFFICE OF COUNTY COUNSEL  
RAYMOND G. FORTNER, JR.

By \_\_\_\_\_  
Deputy County Counsel

# ATTACHMENT C – FAMILY PRESERVATION PROGRAM FY 2007/08 FUNDING REDUCTIONS

	CONTRACT NUMBER	SPA or DCFS OFFICE	AGENCIES	FY 2007-08 Original Allocation	Proportional Share of Federal Reduction	Reduced FY 2007-08 Allocation	Amendment #
1	04-025-1	Metro North	Assistance League of Southern California	\$509,143	(\$29,668)	\$479,475	1
2	04-025-2	North Hollywood	Assistance League of Southern California	\$544,244	(\$31,713)	\$512,531	1
3	04-025-3	Pasadena	Assistance League of Southern California	\$452,613	(\$26,374)	\$426,239	1
4	04-025-4	Pomona	Assistance League of Southern California	\$516,533	(\$30,098)	\$486,435	2
5	04-025-5	Belvedere	Bienvenidos Children's Center, Inc.	\$387,954	(\$22,606)	\$365,348	2
6	04-025-6	Glendora	Bienvenidos Children's Center, Inc.	\$519,082	(\$30,247)	\$488,835	2
7	04-025-7	Glendora	Boys and Girls Club of Baldwin Park	\$519,082	(\$30,247)	\$488,835	3
8	04-025-8	Lakewood	Cambodian Association of America	\$649,435	(\$37,843)	\$611,592	1
9	04-025-32	Wateridge	Child Alliance, Inc. (MAC II)	\$413,540	(\$24,097)	\$389,443	2
10	04-025-12	Lakewood	Children's Institute, Inc.	\$649,435	(\$37,843)	\$611,592	2
11	04-025-13	Torrance	Children's Institute, Inc.	\$406,797	(\$23,704)	\$383,093	2
12	04-025-11	Countywide-API	Chinatown Service Center	\$551,638	(\$32,144)	\$519,494	2
13	04-025-14	Lakewood	City of Long Beach	\$649,435	(\$37,843)	\$611,592	1
14	04-025-17	Century	El Centro Del Pueblo	\$626,545	(\$36,509)	\$590,036	1
15	04-025-18	Hawthorne	El Centro Del Pueblo	\$388,877	(\$22,660)	\$366,217	3
16	04-025-15	Metro North	El Centro Del Pueblo	\$509,143	(\$29,668)	\$479,475	2
17	04-025-16	Wateridge	El Centro Del Pueblo	\$413,540	(\$24,097)	\$389,443	2

	CONTRACT NUMBER	SPA or DCFS OFFICE	AGENCIES	FY 2007-08 Original Allocation	Proportional Share of Federal Reduction	Reduced FY 2007-08 Allocation	
18	04-025-19	Glendora	Five Acres-The Boys' and Girls' Aid Society of Los Angeles County	\$519,082	(\$30,247)	\$488,835	2
19	04-025-20	Pasadena	Five Acres-The Boys' and Girls' Aid Society of Los Angeles County	\$452,613	(\$26,374)	\$426,239	2
20	04-025-21	Lakewood	Florence Crittenton Services of Orange County, Inc.	\$649,435	(\$37,843)	\$611,592	1
21	04-025-23	Lakewood	Gay and Lesbian Adolescent Social Services, Inc.	\$649,435	(\$37,843)	\$611,592	1
22	04-025-22	West Los Angeles	Gay and Lesbian Adolescent Social Services, Inc.	\$708,015	(\$41,256)	\$666,759	1
23	04-025-24	Hawthorne	Guidance Community Development Center	\$388,877	(\$22,660)	\$366,217	3
24	04-025-25	Santa Fe Springs	Helpline Youth Counseling	\$483,003	(\$28,145)	\$454,858	3
25	04-025-26	Metro North	Hillside	\$509,143	(\$29,668)	\$479,475	1
26	04-025-27	Pasadena	Hillside	\$452,613	(\$26,374)	\$426,239	1
27	04-025-28	Belvedere	Human Services Association	\$387,954	(\$22,606)	\$365,348	3
28	04-025-29	Santa Fe Springs	Human Services Association	\$483,003	(\$28,145)	\$454,858	3
29	04-025-30	Torrance	Institute for Black Parenting	\$406,797	(\$23,704)	\$383,093	2
30	04-025-31	Wateridge	Institute for Maximum Human Potential	\$413,540	(\$24,097)	\$389,443	2
31	04-025-34	Glendora	Pacific Clinics	\$519,082	(\$30,247)	\$488,835	1
32	04-025-35	Wateridge	Para Los Ninos	\$413,540	(\$24,097)	\$389,443	1
33	04-025-38	Belvedere	Penny Lane	\$387,945	(\$22,606)	\$365,339	1
34	04-025-36	Lancaster	Penny Lane	\$510,713	(\$29,759)	\$480,954	1
35	04-025-33	Palmdale	Penny Lane	\$441,713	(\$25,739)	\$415,974	1

	<b>CONTRACT NUMBER</b>	<b>SPA or DCFS OFFICE</b>	<b>AGENCIES</b>	<b>FY 2007-08 Original Allocation</b>	<b>Proportional Share of Federal Reduction</b>	<b>Reduced FY 2007-08 Allocation</b>	
36	04-025-37	Santa Fe Springs	Penny Lane	\$483,003	(\$28,145)	\$454,858	2
37	04-025-39	Century	Personal Involvement Center, Inc.	\$626,545	(\$36,509)	\$590,036	2
38	04-025-40	Hawthorne	Personal Involvement Center, Inc.	\$388,877	(\$22,660)	\$366,217	2
39	04-025-41	Torrance	Personal Involvement Center, Inc.	\$406,797	(\$23,704)	\$383,093	2
40	04-025-42	Wateridge	Personal Involvement Center, Inc.	\$413,540	(\$24,097)	\$389,443	2
41	04-025-43	Belvedere	Plaza Community Center	\$387,954	(\$22,606)	\$365,348	3
42	04-025-44	Pomona	Pomona Unified School District	\$516,533	(\$30,098)	\$486,435	3
43	04-025-46	Compton	Project Impact USA, Inc.	\$437,834	(\$25,513)	\$412,321	3
44	04-025-45	Wateridge	Project Impact USA, Inc.	\$413,540	(\$24,097)	\$389,443	2
45	04-025-48	North Hollywood	San Fernando Valley Community Mental Health Center, Inc.	\$544,244	(\$31,713)	\$512,531	2
46	04-025-47	Pomona	Santa Anita Family Services	\$516,533	(\$30,098)	\$486,435	2
47	04-025-49	Compton	Shields for Families	\$437,834	(\$25,513)	\$412,321	3
48	04-025-50	Torrance	South Bay Alcoholism Services	\$406,797	(\$23,704)	\$383,093	1
49	04-025-51	Glendora	Spirit Family Services	\$519,082	(\$30,247)	\$488,835	1
50	04-025-52	Santa Fe Springs	Spirit Family Services	\$483,003	(\$28,145)	\$454,858	3
51	04-025-10	Lancaster	The Children's Center of Antelope Valley	\$510,713	(\$29,759)	\$480,954	1

	<b>CONTRACT NUMBER</b>	<b>SPA or DCFS OFFICE</b>	<b>AGENCIES</b>	<b>FY 2007-08 Original Allocation</b>	<b>Proportional Share of Federal Reduction</b>	<b>Reduced FY 2007-08 Allocation</b>	
52	04-025-9	Palmdale	The Children's Center of Antelope Valley	\$441,713	(\$25,739)	\$415,974	1
53	04-025-54	North Hollywood	The University Corporation	\$544,244	(\$31,713)	\$512,531	1
54	04-025-55	Santa Clarita	The University Corporation	\$527,617	(\$30,744)	\$496,873	2
55	04-025-53	Countywide - Al	United American Indian Involvement, Inc.	\$441,310	(\$25,715)	\$415,595	1
56	04-025-56	West Los Angeles	Westside Childrens Center, Inc.	\$708,015	(\$41,256)	\$666,759	1
			<b>TOTAL</b>	<b>\$27,639,267</b>	<b>(\$1,610,546)</b>	<b>\$26,028,721</b>	

# ATTACHMENT D

## FAMILY PRESERVATION PROGRAM – NON-FEDERALLY FUNDED CONTRACTS

	CONTRACT NUMBER	SPA or DCFS OFFICE	AGENCIES
1	05-028-1	North Hollywood	Assistance League of Southern California
2	05-028-2	Belvedere	Bienvienidos Children's Center, Inc.
3	05-028-3	North Hollywood	Boys and Girls Club of San Fernando Valley
4	05-027-3	North Hollywood	Boys and Girls Club of San Fernando Valley
5	05-028-4	Metro North	California Hospital Medical Center
6	05-027-1	Santa Clarita	Child and Family Center
7	05-027-10	Lakewood	City of Long Beach
8	05-028-5	Lakewood	City of Long Beach
9	05-027-8	Wateridge	Drew Child Development
10	05-028-6	Belvedere	Human Services Association
11	05-028-7	Compton	Institute for Maximum Human Potential
12	05-027-2	Metro-North	Institute for Multicultural and Counseling and Education Services, Inc.
13	05-027-5	North Hollywood	Institute for Multicultural and Counseling and Education Services, Inc.
14	05-028-9	Metro North	Para Los Ninos
15	05-027-6	Metro North	Para Los Ninos
16	05-028-8	Belvedere	Plaza Community Center
17	05-027-4	Pomona	Pomona Valley Youth Employment Center
18	05-027-7	Compton	Shields for Families
19	05-028-10	Compton	Shields for Families
20	05-028-11	North Hollywood	The University Corporation
21	05-027-9	Wateridge	Triangle Christian Services, Inc.

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Attachment D, Non-Federal Funded Contracts by Agency.doc